

**Jenifer L. Fields, P.E.**

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### **PROFILE**

Highly skilled program manager for the Pennsylvania Department of Environmental Protection (DEP), with 25 years of innovative and results driven accomplishments directed through subordinate section chiefs and supervisors and the activities of the Permits, Planning, and Operations, Monitoring and TMDL sections, to ensure compliance with the Commonwealth's rules and regulations governing water management. Proven leader with 30 years of experience in resource and personnel management, developed through 10 years as an officer in the U.S. Army (active and reserve), achieving the rank of Captain, and through increasing responsibilities and promotions at DEP. Effective manager, leader and facilitator with extensive governmental and political experience and proven ability to develop, communicate and implement solutions in a variety of situations, with limited time and resources.

### **EMPLOYMENT HISTORY**

***2006-Present                      Regional Manager, Clean Water Program, Pennsylvania  
Department of Environmental Protection, Norristown, PA***

Responsible for a staff of 40, including engineers, inspectors, compliance specialists, and program specialists; handling all aspects of municipal stormwater, sewage and industrial wastewater planning, permitting, compliance and enforcement; assists with policy development. Administered the NPDES program through developing, reviewing and defending NPDES and construction permits for the Southeast Region of DEP.

- Decision authority on hundreds of program actions each year including: sewage and industrial treatment permit applications, stormwater permits, municipal sewage plan revisions, compliance actions, and certification of grant projects for funding.
- Engaged legislators, news media, municipal and industrial officials, consultants, facility operators, residents, EPA, Delaware River Basin Commission, and county agencies regarding planning, permitting, grants, and operation (inspections and enforcement) functions of the water management program.
- Launched a pilot program for field staff using mobile devices for inspections to provide immediate feedback to the regulated community, resulting in more timely notification and correction of violations, limiting permittee liability.
- Actively coordinated efforts between DEP programs as well as other agencies, for example, coordination between Clean Water and Brownfields Cleanup program to ensure timely, appropriate and

comprehensive activities leading to effective remediation and redevelopment of brownfield sites.

- Spearheaded the creation and launch of a 180-hr wastewater operator training program at community colleges in PA, successfully improving both the pass rate on licensing exams as well as the recruitment, retention and knowledge base of operators in this career field, significantly improving treatment plant operations and quality of discharged effluent.
- Developed/negotiated improvements to the statewide MS4 program, which, in addition to a robust training program offered to municipalities and consultants, resulted in better understanding of obligations, reduced deficiencies and improved water quality.
- Restructured the Clean Water Program to improve efficiency despite staff reductions and increased program responsibilities.
- Prepared status reports on clean water program activities and decisions, including submissions to the weekly report and hot issues tracking system.
- Reviewed and commented on draft rules, regulations, policies, procedures and guidance.
- Delivered presentations and training on DEP programs such as municipal stormwater and sewage facilities planning and management.
- Administered personnel activities including: employee performance reviews, disciplinary actions, time and attendance tracking, interviewing, and training.
- Prepared annual budgets, managed program equipment including vehicles, sample analyzers and supplies.
- Lead trainer for Activated Sludge in Pennsylvania, specializing in training older operators.

***1999- 2006            Chief, Permits Section, Water Management, Department of Environmental Protection (DEP), Norristown, PA***

Responsible for supervising a staff of nine sanitary engineers in the Permits Section; involved with the technical review of permit applications, including recommendations regarding permit issuance; ensured that the technical reviews performed, and recommendations developed by staff, were based on state and federal regulations, guidelines and policies, and best professional judgment. Drove statewide permit changes to improve permittee compliance.

***1993-1999            Sanitary Engineer, Permits Section, Water Management, Department of Environmental Protection (DEP), Conshohocken, PA***

Conducted technical reviews of permit applications; made recommendations regarding permit issuance; conducted field inspections. Developed permit process improvements. Chosen to lead the program through the transition of application processing to an on-line platform. Served as an inspector and the program liaison to Pennsylvania Emergency Management Agency for hurricane Floyd response. Chosen to be the program lead participating in the development and transition of the state to an on-line application management system.

***1995-2000      Supply Officer, U.S. Army Reserve, Wilmington, DE***

Responsible for a staff of seven; developed and managed a government contract for the boarding, feeding and transport of soldiers attending the annual training of the Army Nursing Program; Property Book Officer for the 5<sup>th</sup> Brigade inventory of medical supplies and information technology equipment worth over \$300,000; awarded the Meritorious Service Medal.

***1993-1995      Supply/NBC Officer, U.S. Army Reserve, Wilmington, DE***

In addition to managing supplies for the 431<sup>st</sup> Chemical Support Unit, served as the ANBACIS (Automated Nuclear Biological And Chemical Information System) manager conducting risk analysis and vulnerability using Nuclear, Biological and Chemical data.

***1989-1992      Platoon Leader, U.S. Army, Fort Carson, CO***

Responsible for the welfare of 18 soldiers. Planned the cleanup and disposal of hazardous materials, wastes and grounds; managed a bulk petroleum supply yard and a rations warehouse; chosen to serve as Company Detachment Commander for Operation Dixie Thunder (1990) and as the Battalion Detachment Commander during Reforger '91.

**EDUCATION**

PA Professional Engineer License -- 1999  
U.S. Army Quartermaster Officer Advanced Course -- 1999  
PA DEP Leadership Development Institute -- 1999  
U.S. Army Airborne School -- 1990  
U.S. Army Quartermaster Officer Basic Course -- 1990  
B.S. Civil Engineering - University of Delaware --1989